

DEPARTMENT OF THE ARMY
ST. LOUIS DISTRICT, CORPS OF ENGINEERS
1222 SPRUCE STREET
ST. LOUIS, MISSOURI 63103-2833

CELMS-RM

Regulation
No. 15-1-1

1 November 1994

Boards, Commissions, and Committees
COMMITTEE MANAGEMENT

1. PURPOSE. This regulation establishes policy, assigns responsibilities, and prescribes procedures for administering the St. Louis District, Corps of Engineers, Committee Management Program.

2. APPLICABILITY. The provisions of this regulation apply to all organizational elements within the St. Louis District.

3. REFERENCE.

a. AR 15-1, Committee Management, 27 November 1992.

b. ER 15-1-1, Committee Management, 30 July 1986.

4. POLICY. The District Commander will exercise the authority to establish, maintain, or abolish committees within the St. Louis District, Corps of Engineers, in accordance with references 3a and 3b and guidance set forth in this District Regulation. The District Resource Management Officer is responsible for the administration of the District Committee Management Program. An appointed Committee Management Officer (CMO) will ensure compliance with governing regulations by reviewing District committee activities and providing advice to the local staff. Each committee in the St. Louis District is subject to annual review.

5. PROCEDURES FOR COMMITTEE ESTABLISHMENT. Submit the following information to the Resource Management Officer:

a. Proposed Name. Full name or title of committee exactly as proposed. If a proposed subcommittee, include the name of the parent committee.

b. Proposed Date of Establishment. List the desired effective date.

* This regulation supersedes DR 15-1-1, 29 February 1988.

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c. Proposed Date to be Terminated. If an indefinite period is requested, provide additional justification.

d. Mission or Purpose. Provide a brief description of the mission or purpose and functions of the committee.

e. Direction and Control. Provide the title and/or name of the organization or official to whom the committee reports and from whom it receives its direction.

f. Authority. List directives authorizing or suggesting the committee, if applicable. If no written directive, list verbal authority.

g. Composition. List the proposed membership by name and/or office, as appropriate, and provide the name/office of the proposed Chairperson.

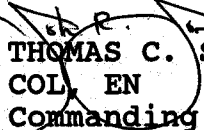
6. DEFINITIONS.

a. Committee (General). A group of persons with collective responsibility, appointed or selected to consider, investigate, or advise on specific problems or subject areas.

b. Continuing Committee. A committee established with a general assignment for a period of time not to exceed two years.

c. Ad Hoc Committee. A committee with a specified life of one year or less whose purpose is limited to nonrecurring problems of limited impact.

7. ANNUAL REVIEW. The CMO will review each District committee to ensure compliance with this directive.

 *MAJ, EN*
THOMAS C. SUERMANN Acting Commander
COL, EN
Commanding

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